

**AGENDA SUMMARY PAGE**  
**CITY COUNCIL MEETING OF: NOVEMBER 21, 2007**

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**DEPARTMENT: HUMAN RESOURCES**

**DIRECTOR: CLAUDETTE ENUS**

☒ **Consent**   ☐ **Discussion**

**SUBJECT:**

Approval to contract with Mines & Associates for an Employee Assistance Program (\$33,343 - Self-insurance Internal Service Fund)

**Fiscal Impact**

☐

No Impact

☐

Augmentation Required

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Budget Funds Available

**Amount:** \$33,343.00

**Funding Source:** Self-insured Internal Service Fund

**Dept./Division:** Human Resources/Insurance Services Division

**PURPOSE/BACKGROUND:**

The Employee Assistance Program (EAP), is designed to assist employees with behavioral or mental health issues. A Request for Proposal (RFP) was submitted on September 11, 2007 requesting bids for an Employee Assistance Plan. Based on the results of the RFP, it is recommended the City contract with Mines & Associates. Costs are within approved FY2008 budgets.

**RECOMMENDATION:**

Approval to contract with Mines & Associates.

**BACKUP DOCUMENTATION:**

RFP Summary from Lockton dated October 22, 2007

Motion made by GARY REESE to Approve Items 13-38

Passed For: 7; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

RICKI Y. BARLOW, LOIS TARKANIAN, LARRY BROWN, OSCAR B. GOODMAN,  
GARY REESE, STEVE WOLFSON, STEVEN D. ROSS; (Against-None); (Abstain-None);  
(Did Not Vote-None); (Excused-None)